

# Tell City Quality of Life Plan



Last Revision 07-14-08

## **Primary Contact**

Tony Hollinden  
621-B Main Street  
Tell City, IN 47586  
(812) 547-3441  
hollinre@psci.net

## **Secondary Contact**

Mayor Barbara Ewing  
700 Main Street  
Tell City, IN 47586  
(812) 547-5511  
mayortellcity@psci.net

## **Table of Contents**

<b>1 Tell City Mission Statement</b>	4
<b>2 Environmental Activities and Goals</b>	4
<b>2.1 Government Operations Involved</b>	4
2.1.1 Street and Trash Department	4
2.1.2 Electric Department	4
2.1.3 Parks and Recreation Department	4
<b>2.2 Roles and Responsibilities</b>	5
2.2.1 Mayor	6
2.2.2 Stakeholder Committee Leader	6
2.2.3 Tell City Department Heads	6
2.2.4 Stakeholder Committee Members	6
2.2.4 Audit Team	7
<b>2.3 Prioritization of Environmental Aspects</b>	8
<b>2.4 Environmental Goals</b>	9
2.4.1 Environmental Goal 1: Trash and Recycling	9
2.4.2 Environmental Goal 2: Greenways, Bike Paths, Walkways	9
2.4.3 Environmental Goal 3: Electricity use in the City	10
2.4.4 Environmental Goal 4: Solid Waste and Litter	11
2.4.5 Environmental Goal 5: Recyclables	12
<b>3 Implementation and Operation Procedures</b>	13
<b>3.1 Document Control</b>	13
3.1.1 Document Management	13
3.1.2 Document Development	13
3.1.3 Corrective Action	13
3.1.4 Archiving Documents	13
<b>3.2 Record Keeping</b>	13
3.2.1 Tracking and Indexing Records	13
3.2.2 Legal and Regulatory Requirements	14
<b>3.3 Incorporation of Pollution Prevention and Environmental Planning</b>	14
<b>3.4 Emergencies and Corrective Action</b>	14

3.4.1 Emergency Preparedness and Response Plans .....	14
3.4.2 Incident Review .....	14
3.4.3 Employee Training .....	14
3.5 Communication .....	14
3.5.1 Internal Communication .....	14
3.5.2 External Communication .....	15
4 Monitoring and Progress Review .....	15
4.1 Internal Audit Procedure .....	15
4.2 Management Review .....	15
4.3 Annual Performance Report Procedure .....	15
5 Community and Business Outreach .....	15
Attachments .....	16
Attachment A: Adopted Mission Statement .....	17
Attachment B: Prioritized Aspects and Impacts .....	18

# **1 Tell City Mission Statement**

The City of Tell City, Indiana, is committed to providing a safe, clean, and healthy community for its current and future residents. City leaders are committed to continually improving quality of life and cleanliness of our local environment. The City will publish a comprehensive “State of Tell City Environment” report every third year, with a brief progress report each intervening year. These reports will be available for public review.

The City of Tell City will comply with requirements and voluntary commitments set forth by the Indiana Department of Environmental Management and U.S. Environmental Protection Agency to help ensure all residents, visitors, and corporations in our community have access to clean water, clean air, and green space.

Our commitment to the environment will be made evident through energy efficiency in all city departments, conservation of fossil fuel resources throughout city and community facilities and services, and pollution prevention plans for our air, soil, and water.

A signed copy of the mission statement adopted as a Resolution is included as Attachment A.

## **2 Environmental Activities and Goals**

### **2.1 Government Operations Involved**

The Tell City Stakeholder Committee is responsible for identifying potential hazards and significant aspects of the City’s activities. To do so, Tell City stakeholders identified the following city operations to include in the Quality of Life Plan (QLP) and systematically identified the potential significant aspects associated with each selected operation’s activities.

#### **2.1.1 Street and Trash Department**

The City Street and Trash Department includes the following activities: facility operation; building maintenance; janitorial service; grounds maintenance; office activities; and education and outreach. The aspects and impacts associated with these activities are identified below.

#### **2.1.2 Electric Department**

The Tell City Electric Department includes the following activities: facility operation; building maintenance; collection, storage, and handling of fluorescent lights, redistribution or disposal of recyclables and waste; office activities; education and outreach. The aspects and impacts associated with these activities are identified below.

#### **2.1.3 Parks and Recreation Department**

The Tell City Parks and Recreation Department includes the following activities: facility operation, building maintenance; janitorial service; grounds maintenance; office activities;

education and outreach; and special events. The aspects and impacts associated with these activities are identified below.

## **2.2 Roles and Responsibilities**

In order to fulfill Tell City's commitment to the environment, goals and objectives are established and reviewed by the Tell City Stakeholder Committee, which oversees Tell City's Comprehensive Local Environmental Action Network (CLEAN) activities. Members of the Tell City Stakeholder Committee include representatives from city government, business, and local utilities. Committee members have responsibilities specific to development of the Quality of Life Plan (QLP), described below, and will coordinate with public and private organizations within the Tell City community for the duration of the QLP. This stakeholder committee accepts responsibility for preparing the QLP in accordance with the CLEAN Community Challenge program, submitting the QLP for Indiana Department of Environmental Management (IDEM) approval, and guiding the implementation process within the community. The Stakeholder Committee works with the City Council to ensure adoption of ordinances and plans that encourage implementation of the QLP.

Specifically, the stakeholder committee is responsible for:

1. Creating a mission statement
2. Identifying the governmental operations to include in Tell City's QLP
3. Identifying, documenting, and prioritizing the aspects and impacts associated with those operations
4. Establishing and documenting goals and targets for high priority impacts
5. Ensuring goals and targets meet all legal requirements
6. Developing, implementing, and documenting action plans to achieve goals and targets for the reduction of negative environmental impacts
7. Documenting and updating relevant city legal and regulatory requirements associated with the identified impacts
8. Developing and implementing environmental awareness and training courses in support of the QLP
9. Improving internal communications regarding environmental issues through solicitation of comments from those City employees involved with implementation of the QLP
10. Improving external communications regarding environmental issues through solicitation of comments on the QLP from local citizens and businesses
11. Documenting all solicitation efforts and received comments in the minutes of the Stakeholder Committee
12. Documenting all QLP related external communications and responses from the Stakeholder Committee minutes
13. Developing and implementing a continual improvement system plan and related documents
14. Developing a program for periodic internal audits of the continual improvement system and documenting audits performed in Stakeholder Committee minutes
15. Annually reviewing the QLP and documenting revisions in Stakeholder Committee minutes

16. Developing and implementing a method to measure success of the QLP
17. Documenting improvements and adjustments to the QLP

### **2.2.1 Mayor**

As the highest executive in city government, Mayor Barbara Ewing is responsible for inviting community members and department representatives to participate in the stakeholder committee and implement the QLP. The Mayor is also responsible for adopting a city mission statement by Executive Order, Resolution, or Ordinance.

### **2.2.2 Stakeholder Committee Leader**

Tony Hollinden is the Stakeholder Committee Leader and has the authority and responsibility to:

1. convene the stakeholder committee
2. ensure the QLP is established, implemented, and maintained in accordance with the requirements of the Indiana CLEAN Community Challenge program
3. identify specific documents that need to be controlled
4. coordinate QLP document control activities
5. revise and update CLEAN-related documents on the Tell City Web page
6. coordinate QLP management reviews
7. ensure that an audit of Tell City's QLP and activities is carried out on a yearly basis
8. communicate QLP audit results to responsible departmental managers
9. report to the Mayor on the progress of the QLP
10. communicate Tell City's CLEAN accomplishments to the greater Tell City community

### **2.2.3 Tell City Department Heads**

The following department heads are members of Tell City's Stakeholder Committee:

Jeff Everly, Street Department  
Marlow Smethurst, Electric Department  
Maurice Harpenau, Parks and Recreation

These department heads are responsible for:

1. identifying and documenting the aspects and impacts associated with their operations
2. assisting in the selection of aspects and the establishment of goals, targets, and action plans
3. establishing and maintaining standard operating procedures for selected aspects
4. communicating goals and targets created by the stakeholder committee to employees
5. establishing training for employees so that they can carry out tasks in support of the QLP
6. implementing projects and activities to support the QLP
7. ensuring timely completion of action plans for selected aspects
8. maintaining training records and other documentation related to CLEAN activities
9. documenting and updating relevant legal and regulatory requirements

### **2.2.4 Stakeholder Committee Members**

The following city representatives are members of Tell City's Stakeholder Committee:

Bill Amos, Citizen  
 Bryan Taylor, Citizen  
 Janet Damin, Tell City Water Department  
 Kip Krizman, Citizen  
 Dr. Matthew Butler, Dentist  
 Eric Kehl, Commercial Loan Officer, First State Bank

The Tell City stakeholder committee members are responsible for:

1. preparing and submitting the Quality of Life Plan for IDEM approval
2. implementing Quality of Life Plan goals
3. monitoring, maintaining, and reporting on QLP goals and objectives

## **CLEAN Community Challenge Stakeholder Committee**

Mayor Barbara Ewing Mayor of Tell City	700 Main Street	mayortellcity@psci.net
Tony Hollinden Tell City Councilman	621 Main Street	hollinre@psci.net
Jeff Everly Tell City Street Commissioner	700 Main Street	No e-mail
Marlow Smethurst, Electric Department	601 Main Street	No e-mail
Maurice Harpenau Tell City Parks and Recreation		mauriceh@tellcity.k12.in.us
Bill Amos Citizen		crappi2001@yahoo.com
Bryan Taylor Citizen		bryantaylor@psci.net
Janet Damin Tell City Water Department		jediknight@psci.net
Kip Krizman Citizen		krizman32@yahoo.com
Dr. Matthew Butler Dentist		drmatt79@yahoo.com
Eric Kehl Commercial Loan Officer, First State Bank		eric.kehl@firststatebank.fsb.com

### **2.2.4 Audit Team**

The stakeholder committee will conduct an annual audit on the Quality of Life Plan and associated activities with the assistance of IDEM. This annual audit will be conducted every August. In addition, the stakeholder committee will meet quarterly to review progress on Quality of Life Plan targets and ensure environmental action plans are maintained.

## 2.3 Prioritization of Environmental Aspects

The Tell City stakeholder committee goes through several steps to identify the aspects and impacts associated with the City's operations and services. First, the committee selects the city departments to include in the QLP and works with IDEM to identify the activities and services that occur within each selected department. The committee selected three city departments to be included in the QLP at this time. Then, IDEM conducts a site visit at those selected departments and utilizes the *Municipal Operations Environmental Impact Expert* to assist in identifying the environmental aspects and impacts associated with those municipal operations. The resulting spreadsheet provides the stakeholders with a list of the environmental aspects associated with municipal services in Tell City. Items included on the list that do not apply to current operations are removed and items the committee feels are not represented are added.

The stakeholders then establish evaluation criteria which are used to rate the significance of each environmental aspect. The committee selected three evaluation criteria and assigned each aspect a value between 1 and 5.

<b>Solid Waste Generation</b>
1 = Unlikely to no solid waste generated
2 = Minor solid waste generated
3 = Moderate solid waste generated
4 = Significant solid waste generated
5 = Very significant solid waste generated
<b>Frequency of Impact Occurring</b>
1 = Unlikely to no frequency of impact occurring
2 = Minor frequency of impact occurring
3 = Moderate frequency of impact occurring
4 = Significant frequency of impact occurring
5 = Very significant frequency of impact occurring
<b>Potential Reduction in Waste, Emissions, or Releases</b>
1 = Little to no potential for reduction in waste, emissions, or releases
2 = Minor potential for reduction in waste, emissions, or releases
3 = Moderate potential for reduction in waste, emissions, or releases
4 = Significant potential for reduction in waste, emissions, or releases
5 = Very significant potential for reduction in waste, emissions, or releases

These ratings were completed by a subset of the Stakeholder Committee (Tony Hollinden, Bryan Taylor, Kip Krizman) and then approved with minor modifications by the whole committee. Those aspects with a total rating of 8 or higher are considered significant environmental aspects and the committee chose from among that list those five that felt best coincided with city goals and would be feasible to implement.

See Attachment B for a list of prioritized aspects and impacts.

## **2.4 Environmental Goals**

### **2.4.1 Environmental Goal 1: Trash and Recycling**

Studies have shown that transportation-related activities have the most significant environmental impact of any activity for most organizations or institutions, including the City of Tell City. In addition, most actions taken to reduce transportation-related environmental impacts will also save money for the City. Finally, changes can be introduced and carried out gradually as part of standard training and procurement practices.

Aspect: Fuel use, air emissions

Impacts:

1. Deplete natural resources
2. Degrade air quality
3. Unnecessary financial costs to the City

Goal: Reduce fuel consumption by Street and Trash Department vehicles.

Target: Reduce Street and Trash Department fuel consumption by 10% during calendar year 2009.

Legal Requirements: None associated with the goal. However, there are legal requirements associated with the action plan (specifically for developing a city transfer station)

Other Requirements: None

Action Plan:

1. Develop baseline fuel usage data during calendar year 2008.
2. Develop and implement administrative procedures for keeping accurate data.
3. Develop and implement preventive maintenance and monitoring programs on all vehicles and equipment to ensure optimal operation condition.
4. Plan routes for trash and recycling trucks to minimize distance traveled.
5. Pursue goal of developing a Tell City transfer station instead of 40 mile drive to Owensboro, Kentucky for drop off.
6. Implement a policy and incentive program to promote more efficient idling, vehicle speed, and shifting practices. Work closely with employees. This program will need to be reviewed and updated annually.

Measurement:

1. gallons of gasoline and diesel purchased per month

### **2.4.2 Environmental Goal 2: Greenways, Bike Paths, Walkways**

With an emphasis on cleaning the city and its surroundings, it seems natural to develop a plan for future physical activities to encourage better health for Tell City. We feel a major incentive to coordination of long term improved health for our citizens will involve our city areas promoting walking and running areas, as well as biking paths on our city streets.

Aspect: Land use

Impacts:

1. Improve quality of life
2. Improve air quality
3. Reduce fuel use

Goal: Develop greenways, bike paths, and walkways

Target: Develop two greenway paths (Hagedorn City Park and at Tell and Mozart Streets) by 2009. Develop 20 miles of bike paths by 2010.

Legal Requirements: Establish the bike lanes through the city council and obtain separate approvals from the city and state for the greenways.

Other Requirements: None

Action Plan:

1. Join the local United Way which has already secured funds for part of the first greenway. It will run through a city park once all forms are approved.
2. Apply for funding with the Welborn Foundation in Evansville for the bike paths circling the Tell Street/Mozart Street area.
3. Review continuing plans for a walking path near the Ohio River and coordinate help to secure the funding and building of the path.
4. Coordinate all paths, walkways, and bike paths into one seamless unit with encouragement for total usage.

Measurement:

1. Number of greenways developed
2. Miles of bike paths/walkways developed

### **2.4.3 Environmental Goal 3: Electricity use in the City**

This is a ubiquitous aspect, evident to every office and home of the City. Most people are unaware of the ways in which they use electricity and how much electricity they use or waste through their normal work and home activities. Because Tell City Electric is owned by the City and provides the electricity, there has not been much motivation to reduce electrical demand in order to save money. However, the environmental impacts related to generation of electricity are significant: mercury in drinking water, acid rain, greenhouse gasses, etc. Recent technological advances provide opportunities to reduce electrical usage with no reduction in service. As a result, small and relatively inexpensive changes in use and waste can lead to significant reduction in environmental impacts. Finally, many changes can be introduced and carried out gradually as part of standard procurement and maintenance practices.

Aspect: Electricity Use

Impacts:

1. Decrease landfill life
2. Hazardous waste
3. Deplete natural resources
4. Degrade air quality
5. Waste City money

Goal: Reduce electricity use within city buildings

Target: Reduce electricity use within city buildings by 10% by December 2010.

Legal Requirements: Proper disposal of fluorescent bulbs and PCB-containing items.

Other Requirements: None

Action Plan:

1. Develop baseline data during calendar year 2008. (Tell City Electric)
2. Develop and implement administrative procedures for keeping accurate data.
3. Implement purchasing policy for the gradual adoption of more efficient technologies.
4. Choose equipment labeled with the Energy Star or Energy Guide labels to ensure energy efficiency when it is economically feasible.
5. Store used, unbroken bulbs in a container labeled “used fluorescent bulbs” or “used halogen bulbs” until they can be recycled.
6. Turn off and/or unplug office equipment when not in use.
7. Replace T12 fluorescent fixtures with T8 or T5 fixtures and incandescent bulbs with CFLs (compact fluorescent) where feasible.
8. Recycle or reuse unwanted electronic equipment or parts. Properly dispose of waste parts as needed.
9. Use LED devices in exit lights and other appropriate applications.

Measurement:

1. Number of retro-fitted fluorescent bulbs (T12 replaced by T8 or T5), motion sensors, LED exit lights
2. kilowatt hour usage each month
3. number of electronic devices with Energy Star rating

#### **2.4.4 Environmental Goal 4: Solid Waste and Litter**

With an emphasis on cleaning the city and its surroundings, it seems natural to develop a plan for reducing litter and improving the health and beauty of Tell City.

Aspect: Solid waste and litter

Impacts:

1. Solid waste
2. Quality of Life
3. Water quality

Goal: Reduce litter and implement an education campaign

Targets: Reduce litter on city streets by 10% during calendar year 2009.

Legal Requirements: None

Other Requirements: None

Action Plan:

1. Develop baseline data during calendar year 2008.
2. Develop and implement administrative procedures for keeping accurate data.

3. Evaluate and modify current street sweeping schedule for improved effectiveness.
4. Identify garbage can/recycling receptacle accessibility on sidewalks and relocate in more strategic locations.
5. Implement an educational campaign and place signage near garbage receptacles.
6. “Partners in Pride” promotion to stem litter in city. Coordinate summer City Youth Employees in campaign.
7. Campaign to re-educate Tell City citizens on doubling efforts to recycle. Promotions for reduction of 10% trash hauled away. (Paul Alvey, Jeff Everly)

Measurement:

1. amount of litter collected (pounds) (bags of litter)
2. amount of garbage/recyclables collected from publicly accessible, city-owned garbage cans (pounds) (bags of garbage)
3. time-energy on trash and litter removal

## **2.4.5 Environmental Goal 5: Recyclables**

Although Tell City has a relatively effective curbside recycling program for residents, very little recycling is accomplished within City building and activities.

Aspect: Solid waste generation

Impacts:

1. Deplete natural resources
2. Decrease landfill life
3. Hazardous waste
4. Add load to wastewater treatment plant
5. Unnecessary financial costs to the City

Goal: Increase recycling of aluminum and steel cans, #1 and #2 plastics, office paper, newspaper, and cardboard

Target: Achieve a 10% reduction in solid waste going to the landfill from City Building, Parks and Recreation, Street and Trash Department, and Electric Department during calendar year 2009.

Legal Requirements: None

Other Requirements: None

Action Plan:

1. Develop baseline data of amount we currently recycle as a city during calendar year 2008.
2. Develop and implement administrative procedures for keeping accurate data. (Janet Damin)
3. Develop and implement recycling infrastructure and procedures in the City Building, Parks and Recreation, Street and Trash Department, and Electric Department: waste and recyclables, kiosks, pickup schedules and responsibilities, protocols for separation. (Jeff Everly, Paul Alvey, Eric Kehl)

4. Educate city employees on the new recycling locations and what can/cannot be placed in the bins.

Measurement:

1. Amount of recyclables collected and diverted from landfill (pounds)

### **3 Implementation and Operation Procedures**

#### **3.1 Document Control**

##### **3.1.1 Document Management**

All copies and records associated with the QLP will be held at the City Clerk's office at City Hall. Anyone will have access to them and copies will be available for the general public. Master copies will stay at the office. The stakeholder committee leader is responsible for making changes and updates to the QLP as such changes are identified by the stakeholder committee.

##### **3.1.2 Document Development**

All SOPs and any revisions as per city work will be directed to the immediate city utility commissioner. City utility commissioners will be responsible to coordinate the documentation of the idea.

##### **3.1.3 Corrective Action**

All revisions and changes in the QLP will come from the stakeholder committee after review by the group. The new version of the QLP and the outdated version(s) will be kept at the Clerk's office.

##### **3.1.4 Archiving Documents**

All outdated QLP documents will be stored at the Clerk's office. Each revision will be given to the entire stakeholder group so as to keep everyone updated. Each version of the QLP and associated documents will be dated to indicate which version is the most current.

#### **3.2 Record Keeping**

##### **3.2.1 Tracking and Indexing Records**

All records will be tracked and kept by the city clerk and their associates. They will be stored at their office. The QLP and all updates of environmental requirements will be updated and made public by our EMS officer who will work to educate all city employees as to the updates.

### **3.2.2 Legal and Regulatory Requirements**

The city's EMS representative is notified of upcoming legal and regulatory requirements and disseminates that information to department heads. Department heads will make the necessary changes to their processes to ensure that any new regulations are met.

### **3.3 Incorporation of Pollution Prevention and Environmental Planning**

The stakeholder committee will be responsible for incorporating environmental and pollution prevention planning in the development of new processes and services and in the modification of existing processes and services. The stakeholder committee will conduct a review of the new/existing process or service during the annual Quality of Life Plan audit each August.

### **3.4 Emergencies and Corrective Action**

#### **3.4.1 Emergency Preparedness and Response Plans**

All emergency preparedness and response will be coordinated with the local EMS Director. Currently, he is kept informed on all city practices and will continue to monitor all new activities. He is an active fire fighter and member of several city planning groups. He has coordinated response planning within the city for these and other hazardous and chemical waste related issues.

#### **3.4.2 Incident Review**

The EMS director is responsible for reviewing incidents and emergencies. He is responsible for following up after events occur and reports to the city official on any problems or challenges that need to be addressed.

#### **3.4.3 Employee Training**

Employees in each department have been educated and trained as per their division for hazards and corresponding responses to problems. As of now, there are no records of training. All EMS and response equipment is stored and updated by the EMS director and the local fire department. The chain of command starts with the EMS director and goes to the Fire and Police chiefs, who then disperse the information to their units. The EMS director teaches an annual general environmental awareness training class for city employees to ensure proper environmental awareness and competence.

### **3.5 Communication**

#### **3.5.1 Internal Communication**

Employees communicate to superiors on a daily basis. Department heads meet casually through the week and have a formal weekly meeting each Monday morning at 7:00 a.m.

Several times a year each department must have a self-employed contractors come and do work. They are made abreast of changes and updates before work is started.

### **3.5.2 External Communication**

External communication ensures the viability and integrity of the Quality of Life Plan. External communication is conducted as outreach or in response to an inquiry or complaint. Tell City receives communication from external parties through the City's web site and inquiries placed with the Office of the Mayor. Tell City communicates with external parties through the City's website and press releases.

## **4 Monitoring and Progress Review**

### **4.1 Internal Audit Procedure**

The annual internal audit will be conducted in August to ensure the QLP and associated documents accurately reflect the city's current practices. The internal audit will be coordinated by the stakeholder committee leader. All audit findings will be reported to the mayor, city council, and general public. All findings, good and bad, will be given to city departments for review. Audit results will be stored in the City Clerk's office. The stakeholder committee leader will be responsible for addressing the deficiencies and coordinating efforts for corrective action.

### **4.2 Management Review**

The stakeholder committee leader is responsible for coordinating quarterly stakeholder committee meetings. The committee will use these meetings to review the objectives and targets set forth in the QLP and make adjustments to action plans as needed. Stakeholders use these meetings to determine the steps in need of completion during the upcoming quarter and the individuals responsible for implementing these steps. All discussion will be recorded in print form and deposited at the Clerk's office along with the other QLP-related documents.

### **4.3 Annual Performance Report Procedure**

The stakeholder committee is responsible for completing and submitting an annual performance report to IDEM on October 6<sup>th</sup> of each year following designation. The committee will report on the status of projects committed to in the QLP and results of the annual audit.

## **5 Community and Business Outreach**

The stakeholder committee recognizes that communication is an important factor in this initiative and any objective in the public domain. The committee will share information on environmental issues relating to environmental performance and on progress towards achieving objectives and targets identified in the QLP. All projects will receive maximum media play so as to encourage the general public to participate if applicable or to monitor the city employees on their progress. The committee will keep the public informed through the Tell City website, press releases, State of Tell City Environment Report, annual progress reports, and city council meetings.

**Attachments**

**Attachment A: Adopted Mission Statement**

**Attachment B: Prioritized Aspects and Impacts**

## Attachment A: Adopted Mission Statement


RESOLUTION NO. 8-2008

WHEREAS, the City of Tell City, Indiana by its Common Council is desirous of taking formal action to declare its Mission Statement with respect to improving the quality of life and cleanliness of the local community.

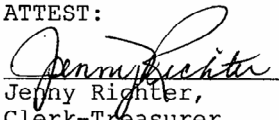
NOW, THEREFORE, BE IT RESOLVED that the City of Tell City, Indiana is committed to providing a safe, clean and healthy community for its current and future residents. The leaders of Tell City are committed to continually striving to improve the quality of life and cleanliness of the local environment. The City of Tell City will publish a comprehensive "State of Tell City Environment" public report every third year with a brief progress report in the intervening years.

BE IT FURTHER RESOLVED the City of Tell City will comply with requirements and voluntary commitments set forth by the Indiana Department of Environmental Management and the United States Environmental Protection Agency to help ensure all residents, visitors and businesses within the community have access to clean water, clean air and green space.

BE IT FURTHER RESOLVED that the City's commitment to the environment will be made evident through energy efficiency in all city departments, conservation of fossil fuel resources throughout the city and community facilities and services, and pollution prevention plans for the air, soil and water within the community.

  
Barbara Ewing, Presiding  
Officer of the Common Council

ATTEST:

  
Jenny Richter,  
Clerk-Treasurer  
rev\city\resolution mission statement

## Attachment B: Prioritized Aspects and Impacts

Tell City  
Aspects and Impacts

06.05.08

Aspects	Solid Waste Generation	Frequency of Impact Occurring	Potential Reduction in Waste, Emissions, or Releases	Significant?
<b>AIR</b>				
Aerosol cans	1	1	1	3
Air emissions	2	2	1	5
Asbestos wrapped pipes	1	1	1	3
Dust, noise, and vibrations	3	3	3	9
Electricity use	3	1	1	5
Emissions from equipment use	3	2	2	7
Evaporative loss	1	1	1	3
Freon	1	1	1	3
Fuel use	3	3	3	9
Machinery use	3	3	3	9
Painting street lights and other fixtures	2	1	1	4
Vehicle impacts due to traffic flow	3	2	1	6

Aspects	Solid Waste Generation	Frequency of Impact Occurring	Potential Reduction in Waste, Emissions, or Releases	Significant?
<b>Hazardous Material</b>				
Abandoned chemicals	1	1	1	3
Aerosol cans	1	1	1	3
Antifreeze	1	4	1	5
Arsenic-containing lumber	1	1	1	3
Asbestos-containing pipes	1	1	1	3
Contaminated absorbent from spill containment	1	1	1	3
Contaminated tools, rags, or paper towels	1	1	1	3
Fertilizers	2	1	1	4
Fluorescent lights	2	3	3	8
Grease rags, lime, and chemicals	2	3	1	6
Lead pipes and solder	1	1	1	3
Lead-containing dust, sand, or chips	1	1	1	3
Mercury-containing equipment	1	1	1	3
Non-empty, no longer functional aerosol cans	1	1	1	3
Non-latex paints and stains	1	1	1	3
Pesticide and rodenticide	2	2	2	6
Playground equipment with lead-based paint	1	1	1	3
Polychlorinated biphenyl (PCB)-containing transformers and capacitors	1	1	1	3
Rechargeable batteries (Nickel cadmium and Lithium)	1	1	1	3
Solvents, adhesives, putty, and tape	1	1	1	3
Spilled or overused chemicals	1	1	1	3
Stored new and used solvents and cleaners	1	1	1	3
Thinners, metal cleaners, etching compounds	2	1	1	4
Waste agrochemicals (mis-mixed, excess mixed product, mis-stored, rinsate from cleaning equipment and empty containers)	1	1	1	3
Waste electronic equipment	1	1	1	3
Waste lead-acid batteries	1	1	1	3
Waste or spilled pool chemicals such as sanitizers and test kits	1	1	1	3

Aspects	Solid Waste Generation	Frequency of Impact Occurring	Potential Reduction in Waste, Emissions, or Releases	Significant?
<b>Water</b>				
Chemical cleaner	2	1	3	6
Contaminated snow from parking lots	2	1	1	4
Contaminated tools, rags, or paper towels	1	1	2	4
Fertilizers, pesticides, and rodenticides	2	2	3	7
Fluids in the filters	1	1	1	3
Fuel leak or spill from tank or appurtenances	2	1	1	4
Fuel storage	2	1	1	4
Increased impermeable surface	2	1	1	4
Infiltration into sewer or water lines	2	1	1	4
Lead-containing dust, sand, or chips	1	1	1	3
Litter	3	4	4	11
Overflows of untreated wastewater	3	3	3	9
Overspray	1	1	1	3
Paint removal and new paint	1	1	1	3
Painting street lights and other fixtures	1	1	1	3
Potential backflow or cross connections	2	1	2	5
Release from sewer or water lines	2	3	3	8
Salt or chemical for ice control	2	1	1	4
Soil erosion and stormwater runoff	3	3	3	9
Solid waste (grit, litter, leaves, and sweeper brushes)	3	4	3	10
Spill or fire	1	1	1	3
Spilled brake, radiator, transmission, windshield fluid, oil, antifreeze, solvents, paints, or cleaners	1	1	1	3
Spills, leaks, and improperly applied product	1	1	1	3
Vehicle leaks and operating condition	2	2	2	6
Waste cans, brushes, and tape	3	3	2	8
Waste food-grade grease	2	1	2	5
Waste or spilled pool chemicals such as sanitizers and test kits	1	1	1	3
Wastewater (detergents, salt, suspended solids, oil, antifreeze, brake fluid, radiator fluids, solvents, septic, liquid food waste, cleaning chemicals)	1	1	1	3
Water resistant maintenance chemicals such as paints	1	1	1	3
Water use	2	2	2	6
Wellhead protection and stormwater management	2	2	2	6

Aspects	Solid Waste Generation	Frequency of Impact Occurring	Potential Reduction in Waste, Emissions, or Releases	Significant?
<b>Materials</b>				
Asphalt	2	1	2	5
Contamination of oil and antifreeze	1	1	1	3
Drywall, tape, screws, joint compound, and nails	1	1	1	3
Empty containers, packaging, paper towels, and personal protective equipment	2	2	2	6
Food waste	2	3	2	7
Grass clippings and leaves	3	4	3	10
Ink and toner cartridges for printers	2	1	1	4
Light bulbs and ballasts	2	2	2	6
Miscellaneous paper, plastic, metal, white-out, and packing materials	3	3	3	9
Mulch	3	3	3	9
Recyclable materials (paper, cardboard, plastic, aluminum)	4	4	3	11
Sediment and litter	3	2	2	7
Solid waste from filter and trash cans	2	2	2	6
Tires	2	2	2	6
Use of automotive fluids, solvents, and cleaners	2	2	1	5
Used oil filters	1	1	1	3
Waste cans, brushes, and tape	1	1	1	3
Waste concrete or brick	1	1	1	3
Waste lead-acid batteries	1	1	1	3

Aspects	Solid Waste Generation	Frequency of Impact Occurring	Potential Reduction in Waste, Emissions, or Releases	Significant?
<b>Other</b>				
Aesthetics	2	3	3	8
Coordinate departmental efforts and minimize waste	3	3	3	9
Disturb native flora and fauna	3	3	2	8
Dust, noise, and vibrations	3	3	2	8
Labeling and signage	1	1	1	3
Land use (Brownfields, conservation)	2	1	1	4
Litter	3	3	3	9
Mulch	3	3	3	9
New construction	2	2	1	5
Replace doors, windows, hardware, and glass	2	1	2	5
Set and implement standards	3	1	3	7

#### Definitions of Ratings

<b>Solid Waste Generation</b>
1 = Unlikely to no solid waste generated
2 = Minor solid waste generated
3 = Moderate solid waste generated
4 = Significant solid waste generated
5 = Very significant solid waste generated
<b>Frequency of Impact Occurring</b>
1 = Unlikely to no frequency of impact occurring
2 = Minor frequency of impact occurring
3 = Moderate frequency of impact occurring
4 = Significant frequency of impact occurring
5 = Very significant frequency of impact occurring
<b>Potential Reduction in Waste, Emissions, or Releases</b>
1 = Little to no potential for reduction in waste, emissions, or releases
2 = Minor potential for reduction in waste, emissions, or releases
3 = Moderate potential for reduction in waste, emissions, or releases
4 = Significant potential for reduction in waste, emissions, or releases
5 = Very significant potential for reduction in waste, emissions, or releases

**Determining Significance**  
Stakeholders will add or multiply (select one) each aspects' rates to determine significance.

	Solid Waste Generation	Frequency of Impact Occurring	Potential Reduction in Waste, Emissions, or Releases	Significant?
<b>Aspects</b>				
<b>AIR</b>				
Fuel use and air emissions				
Freon				
<b>Aspects</b>				
<b>Hazardous Material</b>				
Polychlorinated biphenyl (PCB)-containing cable	1	1	1	3
Utility poles	3	3	5	11
Painting street lights and other fixtures	1	1	1	3
Surface preparation on street lights and other fixtures (possibly lead-based paint)	2	2	2	6
Waste Polychlorinated biphenyl (PCB) ballasts	1	1	1	3
Mercury-containing thermostats and switches	1	1	1	3
<b>Aspects</b>				
<b>Water</b>				
Stormwater runoff from coal storage area	1	1	1	3
Spilled heating oil	1	1	1	3
Water use	3	3	3	9
Painting street lights and other fixtures	1	1	1	3
<b>Aspects</b>				
<b>Materials</b>				
Ash (fly and bottom)	1	1	1	3
Waste fluorescent and halogen lights	1	1	1	3
<b>Aspects</b>				
<b>Other</b>				
Power use				